



# GUNSMITH

## OPEN SPOT EXAMINATION

CALIFORNIA STATE GOVERNMENT: EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

*IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.*

**SPOT FOR** Yolo County - Indicate this location on your application. The California Highway Patrol has opened testing to establish an employment list for Yolo County.

Positions exist in Yolo County.

**FINAL FILING DATE** **May 7, 2009**  
Applications (STD. 678, Rev. 12-06) must be **POSTMARKED** no later than the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the final filing date will not be accepted for any reason. Submit applications to:

California Highway Patrol  
Selection Standards and Examinations Unit  
P. O. Box 942898  
Sacramento, CA 94298-0001

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.**

**SPECIAL TESTING ARRANGEMENTS** If you have a disability and need special testing arrangements, mark the appropriate box in item number 2 of the application. You will be contacted to make specific arrangements.

**NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.**

**QUALIFICATIONS APPRAISAL INTERVIEW** It is anticipated that interviews will be held during May/June 2009.

**SALARY RANGE** \$3580 - \$3924

**WHO SHOULD APPLY** This is an open examination. Career credits do not apply.

**ELIGIBLE LIST INFORMATION** A departmental eligible list will be established for the California Highway Patrol. This list will be abolished 48 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. Please note that the list can be abolished any time after 12 months based on the needs of the service.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION** **NOTE: All applicants must meet the experience and/or education requirements for this examination by the final filing date.**

Three years of experience at the journeyman level, within the last ten years, in repairing small arms and accessory equipment. (Satisfactory completion of a certificated program in gunsmithing at an accredited college or gunsmith school may be substituted for two years of the required experience on a year-for-year basis.)

**Drug Testing Requirement:** Applicants for positions in this classification are required to pass a drug screening test. (The drug screening test will be waived for employees who are currently in a classification for which drug testing is required under State Personnel Board Rule 213.)

**THE POSITION** A Gunsmith performs the full range of work involved in the maintenance and repair of small arms; makes initial diagnosis and locates mechanical deficiencies and malfunctions in pistols, revolvers, shotguns, rifles, automatic weapons, and other small arms and accessories; disassembles weapons, assembles subassemblies, and other components; examines for defects, mechanical misalignment, and malfunctions; replaces barrels, firing pins, springs, trigger mechanisms, shell ejectors, sights, safety devices, bolts, stocks, and other parts and assemblies; modifies small weapons by replacing obsolete parts; uses hand and machine tools, precision gauges and test instruments, jigs and alignment devices in making repairs, modifications, and adjustments; test fires and makes operational checks of new or repaired arms to assure safety, accuracy, and ease of operation.

**EXAMINATION INFORMATION** This examination will consist of a Qualifications Appraisal Interview weighted 100%. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview. **Competitors who do not appear for the interview will be disqualified.**

**Qualifications Appraisal Interview Only - Weighted 100%**

**Scope:**  
In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

- A. Knowledge of:
  - 1. The construction, operation, maintenance and repair, and standards of serviceability of parts of the various types and models of weapons used by the Department.
  - 2. Tools, gauges, and equipment used in the repair and testing of small arms.
  - 3. Shop mathematics sufficient to use testing devices and measuring instruments such as micrometers and gauges.
- B. Ability to:
  - 1. Read and write at a level to comprehend repair manuals, interpret specifications and drawings for repair, adjustment, and modification work.
  - 2. Locate and identify defects or malfunctions in small arms and make appropriate repairs.
  - 3. Test small arms for safe and proper operation.
  - 4. Maintain cooperative relationships with those contacted in the work.

**SEE REVERSE SIDE FOR ADDITIONAL INFORMATION**

If conditions warrant, this examination will utilize an evaluation of each candidate's experience and education compared to a standard developed from the classification specification. For this reason, it is especially important that each candidate take special care in accurately completing the application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted; however, each candidate must read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff performing the evaluation.

VETERANS PREFERENCE

**Veterans preference** credits will be added to the final score of those competitors who are successful in this examination and who qualify for, and have requested, these points. **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS.**

HIRING INFORMATION

**Background Investigation:** The CHP conducts a background investigation to determine the competitor's suitability for employment. Information collected for a background investigation after the examination is distinct from that required on the standard application (STD 678, Rev. 12-06) which is completed prior to the examination. You may be required to divulge conviction information on the background investigation form that is not required of you when completing the STD 678. Fingerprints of competitors are also taken as part of the background investigation.

GENERAL INFORMATION

It is the competitor's responsibility to contact the California Highway Patrol, Examinations, telephone (916) 375-2535, three weeks after the final filing date if he/she has not received a progress notice.

If a competitor's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications (STD. 678, Rev. 12-06) for open and promotional examinations are available from the California Highway Patrol, local offices of the Employment Development Department, the State Personnel Board (SPB), and the SPB website at [www.spb.ca.gov](http://www.spb.ca.gov).

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in this examination will be compared with the performance of the others who take the test, and all competitors who pass will be ranked according to their scores.

The **California Highway Patrol** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Interview Location(s):** It is anticipated that interviews will be scheduled in West Sacramento.

**General Qualifications:** Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

**Interview Scope:** In addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the competitor's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a competitor's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

**Veterans Preference:** Government Code Section 18973.5(a) defines an entrance examination, for purposes of awarding veterans preference credits in open and open nonpromotional examinations, as "...any open competitive examination other than one for a classification having a requirement of both college graduation AND two or more years of experience." Government Code Section 18973.5(b) requires that veterans preference credits be awarded in all qualifying entrance examinations in which a veteran competes and that no veterans credits shall be allowed once a veteran achieves permanent civil service status (successful completion of the probationary period for the classification of hire). In open examinations, veterans, widows, or widowers of veterans, and spouses of disabled veterans qualify for veterans points. 15 points for disabled veterans; 10 points for other veterans. In open nonpromotional examinations, only the veteran qualifies for veteran points: 10 points for disabled veterans; 5 points for other veterans. Directions for applying for veterans preference points are on the Application for Veterans Preference form (SPB 1093) which is available from State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

The **California Relay Service** enables a person with a Telecommunications Device for the Deaf (TDD) to communicate over telephone lines with another person who does not have a TDD. To use the California Relay Service, call the following: if you have a TDD, 1-800-735-2929; if you do not have a TDD, 1-800-735-2922.